

**Kay, Chair**  
Scutchfield, Vice Chair  
Gorton  
Ford  
Akers  
Lawless  
Beard  
Myers  
Clarke  
Lane

# A G E N D A

## General Government Committee

### January 14, 2014

### 11:00 A.M.

1. **November 5, 2013 Committee Summary** (1-4)
2. **Move Human Resources - Links/Gorton** (5-6)
3. **Barrier Free Parks - Links/Gorton** (7-15)
4. **Items Referred** (16)

**“Environmental Quality Committee, to which shall be referred matters relating to the Department of Environmental Quality and its divisions, and any related partner agencies.”**

-Council Rules & Procedures, Section 2.102(1)

#### 2014 Meeting Schedule

Jan 14	May 6	Oct 7
Feb 11	June 10	Nov 11
Mar 4	Aug 12	Dec 9
Apr 8	Sept 9	

## General Government Committee

November 5, 2013

### Summary and Motions

Chair Steve Kay called the meeting to order at 11:06am. All Committee members were present except Lawless. Stinnett also attended as a non-voting member.

#### 1. Approval of Summary

Motion by Myers to approve the summary. Seconded by Lane. Motion passed without dissent.

#### 2. Qualified Adult Benefits

Gorton reviewed the material in the packet. She referenced the draft ordinance as well as the draft Chief Administrative Officer Memorandum and Policy.

Gorton thanked Administration and Legislative staff who drafted the CAO Policy.

Clarke asked how a joint liability was defined. In response Gorton stated that this would include a joint mortgage or lease. Tyler Scott referenced joint liabilities found in other Qualified Adult Benefits.

Clarke stated that the criterion was not specific enough. In response Kay stated that the intent was to make it broad.

Clarke asked about the affidavit. In response John Maxwell stated that they will verify that the criteria are met.

In response to a question from Clarke, Maxwell provided a definition of the Summary Plan Description.

Lane asked about premiums and impact to LFUCG. In response it was stated that LFUCG contributes about \$ 4700 per year per member and the employee is responsible for dependant coverage. Lane stated that this program should not financially burden LFUCG.

Akers asked about the criteria for the qualified adult not having any group health insurance. She asked if this was a requirement for married couples now. In response Maxwell said that was not a present criterion. Akers stated that the criteria was non equitable and should be removed. Maxwell concurred.

Stinnett asked about the stipulation that the qualified adult must reside with the employee for at least 12 months prior to enrollment. In response Maxwell stated that there was a reporting requirement for the employee. Maxwell also stated that the 12 month residency requirement was common.

Lawless asked for a comparison with the University of Kentucky requirement. In response Scott stated that UK includes both opposite and same sex qualified adult. He also stated that UK requires a 6 month residency with the employee. Jenifer Benningfield stated that the Best Practice was a 12 month requirement but that they identified other options as well.

Lane stated that he supported the coverage but that some of the criteria were weak. He stated that a joint utility bill should not satisfy the financial interdependent criteria.

In response Gorton stated the weakness that Lane identified was the reason that the criterion was changed to 2 conditions must be met to be eligible for qualified adult benefits.

Gorton stated that she would support removing the requirement that the qualified adult does not have any group health insurance.

Gorton stated that there will be a discussion of an audit of health benefits later.

Motion by Gorton to remove the language "does not have any group health insurance" requirement. Seconded by Akers. Motion passed without dissent.

Myers asked about the previous draft requirement that the qualified adult cannot currently be married. In response Janet Graham stated this was removed based on the opinion of the Attorney General

Myers stated potentially a qualified adult may not have coverage with a separated spouse. In response Glenda George stated that the requirement could be re inserted. Graham stated that she was not comfortable with the marriage language because of the Attorney General opinion.

Motion by Myers to insert language requiring the qualified adult to be unmarried. Seconded by Gorton. Motion passed on an 8-1 vote, Clarke-No).

In response to a question from Clarke Maxwell discussed the definition of a qualifying event.

Lawless discussed her interest in changing the 12 month requirement to a shorter time period.

Motion by Gorton, second by Akers to recommend approval of the Qualified Adult Benefits, as amended passed unanimously.

Motion by Gorton, second by Akers to recommend approval of the Qualified Adult Benefits, as amended passed unanimously.

### 3. **Dependant Audit**

Gorton discussed a new item the proposed health care plan audit for dependents.

Maxwell stated that he met with Benji Marrs of Benefit Insurance Marketing (BIM) to discuss the parameters off the audit to be conducted during calendar year 2014.

He stated that most organizations perform periodic audits. Maxwell recommended that all plans be included in the audit. He stated based on BIM experience between 3-4% of the dependants are found to not be eligible for the benefits. In response to a question Maxwell stated that the audit would cost between \$ 19,000- \$ 30,000. Maxwell stated that the audit would require verification of birth certificates and marriage licenses.

Myers asked about penalties. In response Maxwell stated that the penalties have not yet been finalized. Maxwell stated that he hoped the audit would take place summer/fall 2014.

Maxwell discussed the cost of the audit, and the issuance of a Request for Proposals (RFP).

In response to a question from Myers, Maxwell stated that all employees would not be required to submit proof ort dependants, such as birth certificates and marriage licenses. Maxwell stated that that type of information is required for qualifying events but not during open enrollment.

Motion by Gorton, second by Akers to authorize the audit on employee dependants passed unanimously.

### 4. **Procedure for Underwriting or Sponsoring Parks**

Roger Daman highlighted the changes to the policy since the last meeting.

Gorton asked about donor signage. She stated that parks should not be cluttered with corporate signage. In response Benningfield stated that the Administration is drafting language to address that issue.

Lane stated that current sponsoring rates should be posted and revised as needed.

Lawless state that the policy needs to be flexible to take advantages of various opportunities.

Scutchfield discussed the maintenance of parks and land that has not been deeded to the City.

Myers discussed the role of the Council and the need to be consistent and fair. He discussed the differences between gifts and contracts for services.

Myers requested a change to the policy. He stated that the present draft includes the phrase "the Division of Parks and Recreation retains Myers asked that it be amended to state "The Lexington Fayette Urban County Government retains the right to accept or deny any donations."

Geoff Reed discussed the need for consistency but also the need to be flexible. He stated that the endowment needs to be expanded and more resources need to be earmarked to improve the parks system.

Lane suggested that LFUCG auction naming rights to various assets.

In response to a question from Gorton Reed will provide information about other facility usage agreements not just baseball and softball agreements.

## **5. Building Security**

Jamshid Baradaran discussed potential building security options for the Government Center campus. He discussed eliminating entry points, the use of metal detectors, and use of access cards to limit access.

Janet Graham responded to questions about weapons in the building. She stated that LFUCG is prohibited from limiting open carry weapons by KRS 65.870. She stated that LFUCG can and does restrict concealed and carry weapons into the buildings.

In response to a question from Gorton, Baradaran recommended that LFUCG move to a single point of entry and every visitor should be subject to metal detectors. He indicated that this could be accomplished without Council action as it's an operational change.

Kay asked about access to the loading dock area. Kay discussed the security measures as an illusion of security but didn't provide the public with sufficient security

Myers stated that the Council and Administration have a responsibility to the public to take these actions.

Lawless discussed lobbying the General Assembly about regulation of weapons in a public building.

## **6. Items Referred to Committee**

Motion by Gorton, second by Clark to remove the Qualified Adult Benefits item from the General Government referral list passed unanimously.

The meeting adjourned at 3:08 PM.



# Lexington-Fayette Urban County Council

TO: General Government Committee

FROM: Harry Clarke  
Councilmember, 10<sup>th</sup> District

DATE: January 7, 2014

SUBJECT: Human Resources

At the last General Government meeting the committee discussed moving Human Resources out of the Law Department. While I agree that it doesn't belong in Law, neither do I believe that it belongs as a sub-group to any Department. It simply occurs to me that HRs size and importance in government as stated in the Vision and Philosophy below strongly suggests that we create a Department of Human Resources. We would all agree that in managing human capital cuts across every Department and Division in LFUCG. Such a move will demonstrate a level of responsibility to our current and future employees and be better able to process much needed changes in HR processes that I have come to recognize. That recognition suggests that the credibility of Human Resources as our most visible and far-reaching government function is in need of repair.

As part of my deliberations I reviewed the vision and philosophy of Human Resources found on its web page. If you're not familiar with these statements I thought I'd share them with you.

*The visions states "The Division of Human Resources works as a strategic partner with management by proactively recruiting, retaining, and motivating high performance employees to enhance organizational effectiveness in meeting objectives and demands. To meet increased growth and challenges, HR will implement strategic programs of recruitment, performance management and employee orientation. HR uses new technologies to achieve greater efficiencies, streamline processes, enhance policy effectiveness, and improve compliance with labor law and compensation strategies."*

*The philosophy states "Human Resources is dedicated to providing proactive, fair and creative professional services that add value to its customers. Above all, we respect our customers and seek to work with them courteously, honestly, and supportively. We value open communication, cooperation, diversity, integrity and personal growth."*

I ask that the committee discussion include whether or not the vision and philosophy can be best obtained by the creation of a Department of Human Resources, perhaps with an ear to the concerns that have been expressed by management and employees. As a result of the discussion, if it is the will of the committee, I will ask the Chief Administrative Officer to pursue the details and processes of creating such a department and report those findings to the Committee.

Please contact me if you would like to discuss this further.



Harry Clarke, Councilmember, 10<sup>th</sup> District

## Briefing Sheet

### Barrier Free Playgrounds

#### Division of Parks and Recreation

January 7, 2014

#### **Summary of Issue**

Barrier free playgrounds typically exceed ADA Standards of accessibility with the intent of creating play sites that can be used by any child of any ability to truly play. In other words there are no barriers to play.

In 2011, the Division of Parks and Recreation, in response to the Kentucky Parks and Recreation Society and the barrier free playground movement, audited all 63 playground sites maintained by the division. The most significant obstacle to be considered truly barrier free by most advocates is the presence of pour-in-place safety surfacing. Of the 63 sites, only five playgrounds have pour-in-place surfacing and three of the five playgrounds have an ADA path of travel from the parking lot.

#### **Background**

The Division of Parks and Recreation started the playground parity program in 2006 with the intent of providing quality play across the community and to meet ADA standards. The division has successfully replaced 26 playgrounds and updated play components in five additional playgrounds.

The playground parity program incorporates barrier free concepts along with another movement that promotes inclusive place. Play features such as full back swings, group gliders, and ground level play panels that move, create sounds, and engage the children in other ways have been installed.

The division has installed over 9,000 yards of engineered wood safety surfacing in the past five years. Some barrier free advocates feel that wood safety surface could be considered barrier free if maintained. The division has not only installed new safety surfacing, but has also altered maintenance that will allow the wood fibers to knit together and create a top layer that is easier for mobility impaired children.

In FY 2013, \$40,000 was approved in the division's budget to advance barrier free playgrounds through poured-in-place surfacing. In FY 2014 an additional \$40,000 was approved for poured-in-place surfacing. Currently, the division has installed a portion of poured-in-place surfacing at Masterson Station new playground; repaired Cardinal Run playground to keep barrier free status; and phasing in poured-in-place surfacing at Castlewood playground, which is heavily used and a site of one of our therapeutic recreation camps.

## Briefing Sheet

### Barrier Free Playgrounds

#### Division of Parks and Recreation

January 7, 2014

To replace all the surfacing on existing playgrounds with poured-in-place would cost an estimated \$2.9 million. To advance barrier free playgrounds and consider other recreational priorities, the division has prioritized play sites based on use, proximity to schools and community centers, and maintenance considerations, such as difficulty to maintain the wood safety surface. The age of the play equipment is an important consideration, as poured-in-place surfacing has a 7 to 10 year life expectancy.

The division has implement three classifications of playgrounds to address the need for public play, destination playgrounds, community playgrounds, and neighborhood playgrounds.

Destination playgrounds are typically larger and draw children from across the community which results in typically higher use than community playgrounds and neighborhood playgrounds

#### **Recommendation**

Implement poured-in-place surfacing on playground sites that have high use, such as destination playgrounds, have therapeutic recreation programs and were recently installed or new playgrounds, or have a high degree of maintenance challenges in maintaining the wood fiber safety surfacing.

Current playgrounds that are considered a high priority for poured-in-place surfacing are Castlewood and Masterson Station Park. These playgrounds have therapeutic recreation programs or are a destination playgrounds and have newer playground equipment.

In the FY 15 budget request the division is requesting \$300,000 for a new playground at Jacobson Park, \$150,000 for a new playground at Veterans Park, \$50,000 for engineered wood safety surfacing, and \$85,000 for ADA Retro-fit program, of which \$35,000 is designated for poured-in-place playground surfacing.

# Barrier Free Playgrounds



DIVISION OF PARKS & RECREATION

- ▶ ADA compliant playground – primarily concerned with children using mobility devices.
- ▶ Barrier free playgrounds exceeds ADA standards to permit children of any ability to play.
- ▶ Inclusive playgrounds encourages children of all abilities to play together

## Playground Program

Playground parity program started in 2006 to provide quality of play across the community and to meet ADA standards.

Incorporated barrier free & inclusive playground concepts into the Playground Parity Program



# Barrier Free Playgrounds

In 2011 audited  
playground  
sites for  
Barrier Free

Cardinal Run  
Southland Pool  
Mary Todd



## Accomplishments

Masterson Station – Portion of new playground is PIP, installed ramp, inclusive glider, and full back swings

Cardinal Run – PIP repairs to maintain barrier site

Castlewood – currently in design to phase-in PIP surfacing

Installed over 9,000 yards of Safety Surface over the past 5 years



## Near Term



Continue playground parity program including barrier free and inclusive design concepts in our new playgrounds proposed in FY 15 Budget

- Veterans Park
- Jacobson Park

Continue with phasing pour-in-place at Masterson Station & Castlewood Playgrounds

## Long Term



- Continue playground parity program evaluating playgrounds on a 15 year life cycle
- Request Shillito, Woodland, and Cardinal Valley playground replacement in FY 16 budget
- Continue with the model of destination playgrounds, community playgrounds, and neighborhood playgrounds. Incorporate pour-in-place surfacing on priority playgrounds

# General Government Committee Referrals

Item	Referred By	Date Referred	Status
Relationship with the BGADD	Myers	04/12/12	06/04/13
Procedure for Underwriting or Sponsoring one of our Facilities or Parks	Gorton	03/06/13	06/04/13
Moving Human Resources from the Department of Law to the Office of the CAO	Gorton/Link	06/20/13	
Domestic Partner Benefits	Gorton	08/22/13	10/01/2013
Building Security, 200 East Main Street	Gorton	08/29/2013	10/01/2013
Grant Review Process	Scutchfield	09/10/2013	
Restructuring to Remove the Division of Budgeting from the Department of Finance	Gorton	12/03/2013	
Impact of Vacant Positions on Parks, Maintenance & Programming	Gorton	12/03/2013	
Presentation of Information Regarding Enterprise Programs in Parks & Recreation	Gorton	12/03/2013	
Presentation of Information on Status of Barrier Free Playgrounds	Gorton	12/03/2013	
Explore Sharing of Artistic Direction, Box Office & Technical Services with Downtown Arts Center (DAC)	Gorton	12/03/2013	
Establishment of Standardized Cell Phone Procurement Process	Gorton	12/03/2013	